

July 25, 2002

To: Supervisor Zev Yaroslavsky, Chairman  
Supervisor Gloria Molina  
Supervisor Yvonne Brathwaite Burke  
Supervisor Don Knabe  
Supervisor Michael D. Antonovich

From: David E. Janssen  
Chief Administrative Officer

**QUARTERLY REPORTS ON APPROVED CONTRACTS UNDER CAO DELEGATED AUTHORITY**

At the Board of Supervisors meeting held July 28, 1992, the Chief Administrative Officer was instructed to report to the Board on approved contracts under the CAO's delegated contracting authority. In keeping with that practice, attached is the report for April 1, 2002 through June 30, 2002.

If you have any questions regarding this matter, or require additional information, please contact me, or your staff may contact Jackie White of my staff at (213) 974-1155.

DEJ:DL  
JW:AB:vyg

Attachment

c: Executive Officer, Board of Supervisors  
County Counsel

**APPROVED CONTRACTS UNDER THE CHIEF ADMINISTRATIVE OFFICER'S DELEGATED CONTRACTING AUTHORITY  
APRIL 1, 2002 TO JUNE 30, 2002**

<b>(SCRAA).CAO APPROVAL</b>	<b>AMOUNT OF CONTRACT/AMENDMENT</b>	<b>CONTRACT TERM</b>	<b>CONSULTANT/ CONTRACTOR</b>	<b>DESCRIPTION</b>
04/01/02	\$100,000 Maximum.	04/02/02-06/30/03	Next Level Strategies, Inc.	To assist the Los Angeles County Child Care Planning Committee (CCPC) in developing and managing the procedures needed to implement the stipend component of the Investing in Early Educators Program.
04/08/02	\$38,000 Maximum.	04/08/02-07/08/02	AC Martin Partners, Inc.	To provide architectural design services for enhancement of Civic Center Central Plant and Parking Structure- Lot 17.
04/08/02	\$12,500 Maximum, including reimbursement for allowable expenses, for the term of the agreement.	04/09/02-06/30/02	Alan M. Glassman	To assist further development of, and provide guidance to, the Guiding Coalition (GC) to carry out their responsibilities as delineated in the Charter for Change including: development of processes to manage Strategic Plan amendments and implementation; preparation of agendas for future GC sponsored meetings/conferences; guidance on performance measurement.
04/10/02	\$124,000 Maximum, including reimbursement for allowable expenses, for the term of the agreement.	04/15/02-05/15/02 Amendment #2	HealthCare Logistics Services	To provide an assessment of the Department of Health Services (DHS) Supply Chain and Purchasing/Inventory Management operations.
04/10/02	\$10,000 Maximum, including reimbursement for allowable expenses, for the term of the agreement.	04/11/02-05/31/02	Sedway Group	To provide professional services regarding the City Center Redevelopment Project including a kickoff meeting, review of the CRA submittal, develop case studies, and provide a final report of findings.
04/11/02	\$210 per hour, \$35,000 Maximum (not to exceed \$7,000 per month).	04/30/02-06/30/02 Amendment #1	Morwin, Inc.	To assist further development of, and provide guidance to, the Guiding Coalition (GC) to carry out their responsibilities as delineated in the Charter for Change including: development of processes to manage Strategic Plan amendments and implementation; preparation of agendas for future GC sponsored meetings/conferences; guidance on performance measurement.
04/27/02	\$46,000 Maximum.	05/16/02-05/15/03	UCLA Anderson Forecast	To provide professional assistance to project the short-term impact of economic conditions on the County's General Fund which controls the ability of the County to finance and deliver services to the residents of the County; project long-term trends in the economy as a basis for caseload forecasting, job training and economic development strategies, and to provide a mechanism for alternate policy studies.
04/30/02	\$63,728 Maximum, 569 hours. Amendment #2	04/30/02-4/30/03 Amendment #2	Marjorie Kelly	To support the Probation Department in developing an action plan for an integrated system of mental health care for children at-risk, including identifying types of services, funding sources, and best practices.

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05/01/02	\$200,000 Maximum.	05/02/02-12/31/02	CR Schwartz Consulting	To provide study of Bio Technology Research Park as required by State of California.
05/15/02	\$200 per hour, \$55,000 Maximum.	06/30/02-07/15/02 Amendment #3	Jane Hurd	To provide expert assistance to the County in developing a framework to promote and facilitate critically necessary reform in the Los Angeles County Health Delivery System.
05/15/02	\$124,000 Maximum, including reimbursement for allowable expenses, for the term of the agreement.	05/15/02-06/30/02 Amendment #3	HealthCare Logistics Services	To provide an assessment of the Department of Health Services (DHS) Supply Chain and Purchasing/Inventory Management operations.
05/16/02	\$20,000 Maximum.	05/17/02-09/30/02	Altmayer Consulting, Inc.	To assist in the development of the Los Angeles County Report Card to identify community indicators and departmental performance measures in areas of economics, environment, social well-being, recreational and cultural impacts, and other performance measurement efforts.
05/21/02	\$77,000 Maximum: \$125 per hour for maximum of 80 hours, plus \$67,000 for hardware, software, and service and maintenance costs.	05/21/02-07/04/03	C3B Group, Inc.	To provide support services to design, develop, implement, and provide training for a TreePilot website application that presents resource information on the Emancipation Services/Independent Living Program (ES/ILP).
06/06/02	\$200,000 Maximum.	05/02/02-12/31/02	CR Schwartz Consulting	Original contract amended to include assistance in the creation of a plan for the development of the Bio Technology Research Park.
06/13/02	\$25,000 Maximum, including reimbursement for allowable expenses, for the term of the agreement.	06/14/02-08/30/02	The Planning Group	To provide a comprehensive analysis of the impact of the potential San Fernando Valley secession on Los Angeles County.
06/13/02	\$46,800 Maximum, \$45 per hour.	06/13/02-04/19/03	Debra Mendelsohn	To provide expert consultation, analyses and reports, and such specialized administrative services as are requested by the County with regard to media affairs, legislative assistance and guidance with regard to air quality, and environmental policy development concerning matters pertaining to Los Angeles County and/or involving the Fifth Supervisorial District.
06/13/02	\$7,725 per month, plus reasonable out-of-pocket expenses incurred as necessary to perform its services.	06/13/02-11/30/03	The Veloz Consulting Group	To provide specialized administrative services in connection with the coordination and oversight of the Plaza de Cultura y Arte Project.

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06/15/02	\$205,000 Maximum, including reimbursement for allowable expenses, for the term of the agreement.	06/15/02-09/15/02 Amendment #1	Outlook Associates, Inc.	To evaluate and determine the potential benefits and cost savings through the integration of the IT departments within the Department of Health Services (DHS).
06/21/02	\$160,000 Maximum. Amendment #1	09/20/01-12/31/02 Amendment #1	Keyser Marston Associates, Inc.	To provide the Chief Administrative Office's Financial and Asset Management Branch with real estate consulting services and selected financial analyses related to the Hall of Justice renovation.
06/21/02	\$144,000 Maximum. Amendment #1	09/20/01 – 06/30/03 Amendment #1	Allan D. Kotin & Associates	Original contract amended to include assistance to the CAO and Beaches and Harbors in the analysis of Lease Modifications for parcel 1251.
06/27/02	\$55,000 Maximum.	06/28/02-03/31/03	Information Partners, Inc.	To provide services for the review and analysis of the Library's Acquisitions and Bibliographic Access Sections, study the re-engineering of technical services processes to improve service by expediting delivery of library materials to the public, and creation of strategic plan.
06/28/02	\$210 per hour, \$65,000 Maximum (not to exceed \$6,000 per month). Amendment #2	06/30/02-12/31/02 Amendment #2	Morwin, Inc.	To assist further development of, and provide guidance to, the Guiding Coalition (GC) to carry out their responsibilities as delineated in the Charter for Change including: development of processes to manage Strategic Plan amendments and implementation; preparation of agendas for future GC sponsored meetings/conferences; guidance on performance measurement.
06/28/02	\$36,500 Maximum, including reimbursement for allowable expenses, for the term of the agreement. Amendment #1	06/30/02-12/31/02 Amendment #1	Alan M. Glassman	Original contract amended to include further development of, and guidance to, the Guiding Coalition (GC) and Support Team on organization and logistics to assist the GC to carry out their responsibilities as delineated in the Charter for Change.